

SPAV/A-CUPCB/RECRUITMENT-CENTRE/2024/02

Date: 08.01.2025

Advt. No. 02/A-CUPCB-SPAV/2025

**Notification for Engagement of Manpower Purely on Contract bas is Under
AMRUT Centre of Urban Planning for Capacity Building (A-CUPCB-SPAV)**

Applications are invited from Indian Nationals for the following contractual positions under “AMRUT Centre of Urban Planning for Capacity Building (A-CUPCB-SPAV)”, as summarised below. The candidates once selected, shall be working under the Centre.

Table 1. Opportunity Details:

S.No	Designation and Code	Duration	Essential Qualification	Monthly Remuneration	No. of Posts
1	Senior Research Officer – Planning (SRO-P)	6 Months (Extendable to 06 months more upon performance evaluation)	M.Planning degree with 1 year experience (Proficiency in GIS/Data Analytic/MS Project desirable)	Rs. 61,100/- (Consolidated, subject to TDS as per prevailing rules)	01
2	Junior Research Officer - Planning (JRO-P)	6 Months (Extendable to 06 months more upon performance evaluation)	B.Planning degree with 2 year experience. (Proficiency in GIS/Data Analytic/MS Project desirable) OR M.Planning degree (Proficiency in GIS/Data Analytic/MS Project desirable)	Rs. 50,000/- (Consolidated, subject to TDS as per prevailing rules)	01
3	IT Analyst & Web Developer (ITA-WD)	6 Months Extendable to 06 months more upon performance evaluation)	M.Tech in Web Design or relevant specialization, with 1 year relevant experience OR MCA / B.E or B.Tech in CSE/IT With 2 years experience Proficiency: Experienced in using the Front-end Technologies like HTML5, CSS3, Javascript and frameworks like React, Angular or Vue.js. Also experience required in backend technologies like PHP, Python, Node.js or Ruby on Rails. Knowledge of databases: MySQL, MongoDB, or PostgreSQL.	Rs. 61,100/- (Consolidated, subject to TDS as per prevailing rules)	01

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योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

			Familiarity with CMS platforms like WordPress, Drupal, or Joomla is desirable. Understanding of responsive design principles and cross-browser compatibility.		
4	Junior Assistant (Admin & Accounts) (JA-ADM-ACC)	6 Months Extendable to 06 months more upon performance evaluation)	B. Com with 2 years relevant experience with working knowledge of Tally, Computer applications viz., Word processing, Spread Sheet. OR M.Com with working Knowledge of Tally, Taxation, Banking and routine accounting. Computer applications viz., Word processing, Spread Sheet essential.	Rs. 40,000/- (Consolidated)	01

**Note: For details of the Centre and its activities, please visit – www.acupcb.spav.ac.in*

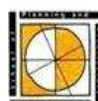
Role & Responsibility of the Staff:

For Post at S.No 1 (SRO-P) & S.No. 2 (JRO-P):

1. To report at SPA Vijayawada campus in person during the period of engagement.
2. To undertake independent research, evaluation exercises and writing of technical papers and reports.
3. To go for site-visits as and when required to assist Project Staff while conducting primary / secondary surveys, whenever required.
4. To assist in planning, coordinating, and managing the capacity building and training programmes offered at the Centre.
5. Collaborate with all teams of the Centre to achieve objectives timely.
6. Arrange stakeholder meetings and workshops as and when required.
7. Any other work, assigned from time to time.

For Post at S.No 3 :

1. To report at SPA Vijayawada campus in person during the period of engagement.
2. Maintenance of (www.acupcb.spav.ac.in) website/webportal, its design and creation of new pages as and when required and modification of existing pages as and when required.
3. GIS/Data Analytic/MS Project, web developing and information technology related services and works, and attending the IT related duties of the Centre.
4. Creation and design of web banners, web notices, web brochures etc for uploading to website.
5. Creation, design and maintenance of GIS based web pages for display and dissemination, as and when required.
6. Creation and design of login-based portals for dissemination of data for authorized users, as and when required.
7. Any other work, assigned from time to time.



For Post at S.No 4 :

1. To report at SPA Vijayawada campus in person during the period of engagement.
2. To initiate administrative file noting, preparation of financial estimates, undertaking purchase procedures, bills processing and adjustments related to ongoing projects as well as new proposals.
3. To make administrative arrangements and logistic support for centre projects and training programmes conducted by the centre.
4. Any other work, assigned from time to time.

Terms and Conditions

1. Interested candidates fulfilling the qualification requirements as mentioned above can apply online, **within the deadline of Jan 22nd 2025, 5PM** by filling the online application forms available at - <https://acupcb.spav.ac.in/work-with-us/>.
2. Applicants should upload all necessary documents as desired in the application form. Any application, which is incomplete in any sense, is liable to be summarily rejected.
3. A candidate wishing to apply at multiple positions; need to apply and fill the forms separately for each project, by uploading all necessary documents separately, within the stipulated deadline.
4. **Applications received in response to advertisement will be scrutinized and shortlisted applicants will be called for online interviews.**
5. An application by a candidate, who fulfils the minimum eligibility criteria, may still be rejected by Competent Authority without assigning any reason whatsoever.
6. The engagement for this notification in the said positions as given in page 1, table 1, is purely contractual and temporary under the Centre. The engagement is purely on contract basis and no way related to the permanent employment at SPA Vijayawada.
7. Female and PWD candidates are encouraged to apply, and if found with requisite merit, shall be preferred.
8. All the remunerations payable to the Staff are subject to TDS as per prevailing rules.
9. The selected officers shall report to the Head, A-CUPCB-SPAV and/or Deputy Head, A-CUPCB-SPAV shall abide by the rules of the A-CUPCB-SPAV. Employees engaged under this centre do not have the right to claim regularization or permanent status.
10. Selected candidates shall be required subsequently to present original documents for verification at the time of reporting/joining.
11. Selected candidates will be entitled for eight casual leaves in a calendar year.
12. The tenure may be terminated on either side by giving one month notice.

Contact

- For any doubts or clarification related to recruitment, please write to – acupcb@spav.ac.in
- For any doubts or clarification related to individual projects and training programmes, please visit – <https://acupcb.spav.ac.in/projects/> and <https://acupcb.spav.ac.in/capacity-building/> and



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